

DOCUMENT REFERENCE	5.2 Environmental Policy	ISSUE	13	DATE	26/09/2022	REVIEW DATE	26/09/2023
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MAGUK Environmental Policy

Corporate Governance

DOCUMENT REFERENCE :	5.2 Environmental Policy
VERSION NO:	13
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Purpose of this Policy

Within the context of the organisation, MAG recognises its role in minimising the impact it has on the environment by working in a sustainable and environmentally friendly manner. The organisation is committed to continual improvement of its environmental performance through compliance with ISO 14001:2015 and all relevant environmental legislation and by implementing the principles laid out in this Policy.

This Environmental Policy is defined by the Board of Trustees and Leadership Team and provides the framework for setting and reviewing MAG's environmental objectives and targets.

As an increasing number of MAG's donors expect delivery agencies be able to demonstrate and maintain conformance to certain standards including ISO 9001:2015 and ISO 14001:2015. In the majority of cases ISO accreditation to both the quality and environmental standards is a precondition of tender and therefore without it MAG would not be able to either bid for or open up new business opportunities across the world.

Implementation of ISO 9001:2015 and ISO 14001:2015 standards enables MAG to:

- better compete in the sector
- achieve its mission and strategic objectives
- prevent costly mistakes from happening
- continually improve performance

Link to Values

This policy aligns with MAG's values, in the following ways.

Determined: We recognise the importance no matter how small, of the impact of our activities on the environment and that there is a need to constantly consider ways in which we can conserve energy and minimise waste in all activities that we undertake.

Expert: The EMS has the full support of the Leadership Team and Board of Trustees, ensuring that activities towards achieving our objectives are controlled in a manner compatible with achieving required obligations effectively.

Integrity: Relevant environmental objectives have been set and are reviewed at Leadership Team meetings throughout the year.

Compassion: We are confident we have the necessary policies, standards and operating procedures in place, to ensure the wellbeing and safety of our staff and the communities we serve.

Inclusive: We encourage active participation and information sharing; this is a critical factor for our success, employees are encouraged to participate in the improvement of the organisation.

Responsibilities

This Policy is applicable to MAG and applies to **MAG Manchester office** only at Suite 3A, South Central, 11 Peter Street, Manchester, M2 5QR, UK. The Policy covers the central management of conflict prevention and recovery programmes. In the future international operations may be considered.

The Policy applies to all MAG Manchester Affiliated, Roaming and Remote staff, the Board of Trustees, representatives and volunteers in MAG Manchester office. The Policy includes all activities, products and services both internally and externally (including external contractors) that are administered and/or used in MAG Manchester premises; for example: Purchasing; Travel; Merchandise sales and facilities management.

This Policy is approved by the Board of Trustees.

The UK Government established Energy Savings Opportunity Scheme (ESOS) to implement Article 8 (4 to 6) of the EU Energy Efficiency Directive (2012/27/EU). The ESOS Regulations 2014 give effect to the scheme. ESOS is a mandatory energy assessment scheme for organisations in the UK that meet the qualification criteria. The Environment Agency is the UK scheme administrator. It is a requirement for businesses and organisations to carry out ESOS assessments and Energy Audits every 4 years. Under the requirements of the scheme organisations must:

- Calculate total energy consumption
- Identify areas of significant energy consumption
- Appoint a lead assessor
- Notify the Environment Agency
- Keep records

Policy statements

MAG shall:

Waste Management

- It is MAG's policy to work with our staff and suppliers to ensure that all waste is disposed of in line with legal and environmental requirements.
- To reduce the amount of waste produced by buying and utilising only what is required for purpose and ensuring the reuse and recycling of resources is managed effectively (as below).

Recycling and use of Recycling Materials

- To utilise, and promote the use of, recycled materials whenever possible, ensuring that materials are disposed of in an environmentally safe manner at the end of their useful life.
- To take into account the environmental impact of purchases, prioritising locally sourced and organically produced goods manufactured from environmentally friendly and recyclable materials where practicable.

Energy Conservation

- Reduce the amount of fossil fuel derived energy required for day to day operations by raising staff awareness and implementing a system of energy efficiency technology.

- Minimise the negative environmental impact arising through logistics and staff transportation; giving focus to alternative transport methods and maximising the efficiency of any fleet vehicles.

Environmental Management Awareness

- We strive to build an environmentally friendly work culture through regular internal communication and stakeholder engagement. We encourage staff involvement in environmental issues through appropriate information, training and participation exercises to ensure competency.
- Induction procedures for new staff will include information on the charity's environmental practices via the Support Services Coordinator.

Legal Requirements

- We monitor and comply with legal requirements as laid out in the EMS Compliance Register and also taking into account sector minimum equipment standards and contractual commitments, if applicable.

Continuous Improvement

- We monitor, and review our environmental performance by measuring the carbon footprint of our Manchester headquarters each year.
- Environmental objectives and targets are set and monitored by the Support Services Coordinator.

MAG's mission is to save lives and build safer futures.

MAG's vision is a safe future for women, men and children affected by violence, conflict and insecurity.

MAG's ambition is to have the maximum positive impact on the maximum number of people by delivering the highest quality programmes and being the most influential mine action organisation.

MAG values lay out the fundamental beliefs and principles we abide by at MAG, they inspire and guide our actions and reflect our true aspirations, supporting a positive, inclusive culture whilst helping to set out how we expect MAG and its people to behave. We aim to ensure our values are inclusive, relevant, authentic and aspirational.

Monitoring

To ensure the organisation maintains its awareness for continuous improvement, the environmental management system is regularly reviewed and is subject to annual external audit and three yearly reassessment against the requirements of the ISO 14001:2015 standard

References

BS EN ISO 14001: 2015 Standard.

Modern Slavery Statement

Compliance register

Procurement Policy and Handbook

Travel Policy

Fundraising procedures (any applicable relating to sales)

The Energy Savings Opportunity Scheme (ESOS) Regulations 2014

MAG Strategic Direction 2018-2022 (updated)

Contacts

Queries in relation to this policy can be addressed to Support Services Coordinator or Company Secretary.